

Board of Trustees
Mount Prospect Public Library
10 S. Emerson Street | Mount Prospect, IL 60056

Regular Board Meeting
August 19, 2021 7:00 p.m.
Meeting Room A

AGENDA*

- 1. Call to Order**
- 2. Roll Call**
- 3. Public Comment**
- 4. President's Report**
- 5. Consent Agenda (Action)**
 - a. Approve Minutes of Regular Board Meeting of July 15, 2021 **(3-5)**
 - b. Approve Minutes of Community Engagement Committee Meeting of August 5, 2021 **(6-7)**
 - c. Approve July 2021 Bills **(8)** and Financial Reports **(9-23)**
 - d. Approve bid for Switchboard Replacement
 - e. Approve closing at 5 p.m. on August 27 for Mount Prospect Block Party
- 6. Preliminary Budget and Levy Discussion**
- 7. Brand Expression Presentation**
- 8. Executive Director Report (2)**
- 9. July 2021 Library Activity (25-32)**
- 10. Trustee Reports and Comments**
 - a. Community Engagement Committee Report, Sylvia Haas
- 11. Upcoming Meetings and Events Calendar**
 - 1) September 2, 2021 7:00 p.m. Special Meeting
 - a. Executive Session – Personnel
 - b. Review draft 2022 working budget, levy, and appropriation budget
 - 2) September 16, 2021 7:00 p.m. Regular Board Meeting
 - a. Approve appropriation budget and levy
- 12. Adjournment**

Mount Prospect Public Library
Board of Trustees

Library Director Report
August 19, 2021

- 1. Consent Agenda.** This is agenda item number 5. Any item on the consent agenda can be removed by request and discussed and voted on separately. Included in this month's consent agenda is the approval of the lowest responsible bidder for the Switchboard Replacement project. The bid opening meeting will be held on August 16, and we will have the bid results available at the Board meeting.

Approving the consent agenda is a two-step process, "establishing" and "approving":

I. Establishing the Consent Agenda

- a. President: Is there anyone that would like to remove anything from the consent agenda for a separate vote?
- b. President: Motion to establish the consent agenda as presented (or modified). Asking for a second.
- c. Voice vote.
- d. President: Any discussion on items on the consent agenda? (Simple questions)

II. Approving the Consent Agenda

- a. President: Motion to approve the consent agenda. Asking for a second.
- b. Secretary conducts a roll call vote.
- c. Discuss any items pulled from the consent agenda.
- d. Motion, second, and vote on items pulled from the consent agenda.

- 2. Preliminary Budget and Levy Discussion.** This is agenda item number 6. I will share high-level 2022 budget assumptions with the Board to identify any initial questions about proposed revenue or expenditures. The draft working budget, levy, and appropriation budget will be presented at a Special Board meeting on September 2, 2021 at 7:00 p.m. [Right size budget]
- 3. Brand Refresh Update.** This is agenda item number 7. There will be a presentation at the meeting to share the "brand expression," which includes the color palette, fonts, and design direction. [Refresh brand and identity]
- 4. Reopening Report.** This is agenda item number 8. Last month I reported that things were mostly back to normal, but we have hit another rough patch with COVID transmission and infection rates. We are back to requiring masks for staff and patrons and are monitoring the situation and guidance from the CDC and IDPH. I expect that we will be able to keep the library open at regular hours and current services unless the situation declines significantly, and new lockdown orders are issued. In that worst case scenario, with what we have learned over the past 1.5 years, we will likely be able to quickly switch to providing contactless service to patrons with no interruption. [New normal]

**Regular Board Meeting
July 15, 2021
Minutes**

1. Call to Order

Notice of the time of the meeting and agenda having been posted on the library bulletin board and one other public place, forty-eight hours prior to the meeting as required by law, the meeting was called to order at 7:02 p.m. by Michael Duebner, President.

2. Roll Call

Present: Marie Bass, Michael Duebner, Sylvia Fulk, Brian Gilligan, Rosemary Groenwald, Sylvia Haas, Kristine O’Sullivan

Absent: None

Staff: Karen Almeleh, Jo Broszczak, Carla Peterson, Su Reynders, Suzanne Yazel

Visitors: Michael Del Valle, Lauterbach & Amen, LLC

3. 2020 Audit Presentation – Michael Del Valle, Lauterbach & Amen

Prior to the audit presentation, Trustees and Director Reynders recognized Business Manager Carla Peterson for her dedication and hard work during her 24-year tenure at the library.

Michael Del Valle with Lauterbach & Amen, LLC presented the 2020 Audit to the Board and answered questions. He stated that the audit was “clean” again this year and recognized staff for the good management of the library’s finances throughout the year, as well as their support during the audit.

4. Public Comment

None.

5. President’s Report

President Duebner provided statistics on electronic media usage versus print. Trustees discussed the individual photographs in the lobby and agreed that either a group shot or an individual shot showcasing a favorite book is preferred. Director Reynders will work with staff and Trustees to schedule a photo session.

6. Consent Agenda

- a. Approve Minutes of Regular Board Meeting of June 17, 2021
- b. Approve June 2021 Bills and Financial Reports
- c. Approve bid for Room A AV Technology Update
- d. Approve regular closure of library on Friday, November 5, 2021 for Staff In-Service Day

Motion was made by Trustee O’Sullivan and seconded by Trustee Fulk to establish the Consent Agenda as presented. Voice vote carried.

Motion was made by Trustee O’Sullivan and seconded by Trustee Fulk to approve the Consent Agenda as presented. Roll Call Vote: AYES: Bass, Duebner, Fulk, Gilligan, Groenwald, Haas, O’Sullivan. NAYS: None. ABSENT: None. ABSTAIN: None. Motion carried.

7. Second Quarter Financial Review

Director of Business Operations Karen Almeleh presented the Second Quarter Financial review and answered questions. Director Reynders stated that pursuant to the 2021 goals, some adjustments would be made to increase spending on Library of Things, developing a Hot Picks collection, Hoopla, and programs. Trustees agreed that the Director has spending authority within the approved budget.

8. Brand Refresh Update – Logo Presentation

Director Reynders presented the new logo as part of the brand refresh project and reported that next steps will be to finalize the voice and visuals, then create the style and identity guides and templates.

9. Executive Director Report

Director Reynders reported that the Friends had a successful outdoor book sale and are now cleaning and organizing their space in order to resume taking donations from the community.

10. June 2021 Library Activity

Trustees reviewed the June 2021 library activity report.

11. Trustee Reports and Comments

Trustee Haas attended the June 28, 2021 Foundation Board meeting and reported that they have decided to hold a mini golf event in late 2022.

Trustee Groenwald reported that a patron would like to have chairs suitable for shorter people.

Trustees agreed to hold the first meeting of the Outreach Committee on Thursday August 5, 2021 at 7:00 p.m. The primary agenda items will be to establish the charge of the committee and discuss action items.

12. Upcoming Meetings and Events Calendar

- a. Outreach Committee – August 5 at 7:00 p.m.
- b. Regular Board Meeting – August 19
 - i. Preliminary 2021 Budget and Levy discussion

13. Executive Session

Motion was made by Trustee O’Sullivan and seconded by Trustee Fulk to adjourn to closed session per 5 ILCS 120/2 (c) (1), the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body at 8:33 p.m. Roll Call Vote: AYES: Bass, Duebner, Fulk, Gilligan, Groenwald, Haas, O’Sullivan. NAYS: None. ABSENT: None. ABSTAIN: None. Motion carried.

14. Reconvene Open Session

Open session was reconvened at 8:44 p.m.

15. Adjournment

Motion was made by Trustee O’Sullivan and seconded by Trustee Gilligan to adjourn the regular meeting at 8:45 p.m. Voice vote carried.

Marie Bass, Secretary

DRAFT

**Community Engagement Committee Meeting
August 5, 2021
Minutes**

1. Call to Order

Notice of the time of the meeting and agenda having been posted on the library bulletin board and one other public place, forty-eight hours prior to the meeting as required by law, the meeting was called to order at 7:00 p.m. by Sylvia Haas, Committee Chair.

2. Roll Call

Present: Rosemary Groenwald, Sylvia Haas, Kristine O’Sullivan
Absent: None
Staff Present: Jo Broszczak, Su Reynders
Visitors: None

3. Public Comment

There was no public comment.

4. Establish Committee Mission, Purpose, Name, and Next Steps

Trustees reviewed President Duebner’s initial committee charge of “identify and develop opportunities to connect with residents for future Board and or committee roles from all segments of the Village.” Multiple ideas were proposed and discussed, including building relationships, soliciting feedback, and identifying potential partners such as Breathe and the Village Community Engagement Committee.

The committee summarized the ideas into three primary concepts:

- Intentional
- Engagement
- Relationships

The committee members discussed the mission of the committee, and drafted:

“The MPPL Community Engagement Committee exists to intentionally identify individuals who have the potential to serve the library as an ally, ambassador, or future Trustee, and meet those individuals where they are to connect, engage, and build relationships.

Trustees discussed the name of the committee and agreed that “Community Engagement” best describes the nature of the committee.

Trustees identified multiple next steps but recognized that all may not be able to be started immediately due to the increasing COVID transmission rate:

- A. Create talking points for committee members.
 - i. Trustees will draft potential talking points and send to Director Reynders for inclusion in the August 19 Regular Board meeting packet.
- B. Attend the Mount Prospect Celebration of Cultures on Sunday, August 29.
 - i. Director Reynders will research and report to the committee if the library will have a table at the event.

- C. Attend an upcoming Village of Mount Prospect Community Engagement Committee meeting to better understand their mission.
 - i. Staff will reach out to the committee contact and begin inquiring about upcoming meetings and the possibility of Library Trustees attending.
- D. Conduct Trustee meet and greet events at the South Branch.
 - i. On hold due to the pandemic.
- E. Identify an opportunity to engage with the Village Board members.
 - i. On hold due to the pandemic.

The committee identified additional ideas for library staff to evaluate, including purchasing an outreach van and engaging the Teen Think Tank (formerly the Teen Advisory Board) in the committee's work.

Trustee Haas will report on the progress of the committee to the full Board at the August 19 Regular Board meeting.

- 5. Upcoming Meetings and Events Calendar
 - a. Regular Board Meeting – August 19
- 6. Adjournment
Committee meeting adjourned at 7:42 p.m.

Marie Bass, Secretary

Mount Prospect Public Library
Board of Trustees
Treasurer's Report

Fund Balances as of JULY 31, 2021

Library General Fund	\$	5,417,820
Working Cash Fund	\$	2,211,806
Capital Projects Restricted Fund	\$	3,289,548
Debt Service Fund	\$	1,566,758
Gift Fund	\$	571,196
Total All Funds	\$	13,057,126

Cash Disbursements July 2021	\$	747,798.14
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Financial Summary

Fund Balances

Combined Balance Library & Working Cash Funds	\$	7,629,625
Annual Operating Budget 2021	\$	9,716,528
Combined Balance - Months in Reserve		9.4
Combined Balance - Percentage in Reserve		79%

YTD July Spending

- * \$294,530.66 below the year-to-date budget
- * YTD Actual is 5.2% below YTD budget

Percent of Full Year Budget Spent to date

- * YTD expected to spend 58.3% of the annual budget
- * Spending to date was actually closer to 55.3% of the annual budget
- * Last year we had expended about 50.6% of the annual budget

Levy Collection

- * To date 53.6% of the 2020 Levy has been collected
- * Last year 63.71% of the 2019 Levy had been collected through July 2020
- * Historically, over the past six years, 53.6% to 77.2% (average of 69.3%) of the current year Levy has been collected YTD

MOUNT PROSPECT PUBLIC LIBRARY
Statement of Revenues, Expenditures & Fund Balances

For the Period Ended 07/31/2021

	Current Month	Year To Date
Library General Fund		
Revenues		
Property Taxes	\$ -	\$ 6,359,040
Taxes Allocated to Other Funds	-	(864,788)
Personal Property Replacement Taxes	-	47,482
Interest Income	168	1,934
Illinois Per Capita Grant	-	-
Misc. Grant Income	-	6,000
Ground Lease Income	-	1
Miscellaneous Fees and Fines	2,042	11,531
Friends & Foundation Reimbursements	706	6,655
Village Reimbursements	-	820
<i>Total Revenues</i>	<u>\$ 2,916</u>	<u>\$ 5,568,675</u>
Expenditures		
Salaries & Benefits	\$ 619,934	4,221,124
Management Expense	20,273	112,497
Operating Expenses	20,382	212,390
Building Expense	39,279	256,443
Services and Resources	73,763	570,994
Friends & Foundation Reimbursable Expenses	287	7,692
Misc. Grant Expenses	-	-
Expenses Reimbursable by Village	228	1,048
<i>Total Expenditures</i>	<u>\$ 774,146</u>	<u>\$ 5,382,188</u>
Transfer to Capital Projects Restricted Fund	-	-
<i>Total Expenditures/Transfers</i>	<u>\$ 774,146</u>	<u>\$ 5,382,188</u>
Excess (Deficiency) of Revenues over Expenditures	\$ (771,230)	\$ 186,487
Fund Balance - Beginning of Period	6,189,050	5,231,333
Fund Balance - End of Period	<u>\$ 5,417,820</u>	<u>\$ 5,417,820</u>
Working Cash Fund		
Fund Balance - Beginning of Period	\$ 2,211,742	\$ 2,211,096
Interest Allocation	64	710
Fund Balance - End of Period	<u>\$ 2,211,806</u>	<u>\$ 2,211,806</u>
Capital Projects Restricted Fund		
Revenues		
Transfer from Library Fund	\$ -	\$ -
Interest Income	61	971
<i>Total Revenues</i>	<u>\$ 61</u>	<u>\$ 971</u>
Expenditures		
Main: Bldg Maintenance	3,310	\$ 30,921
Main: Furnishings/Equipment	5,813	37,603
South Branch: Bldg Maintenance	-	1,990
South Branch: Furnishings/Equipment	-	6,370
Reimbursement from Gift Fund	-	-
<i>Total Expenditures</i>	<u>\$ 9,123</u>	<u>\$ 76,884</u>
Excess (Deficiency) of Revenues over Expenditures	\$ (9,062)	\$ (75,913)
Fund Balance - Beginning of Period	3,298,610	3,365,461
Fund Balance - End of Period	<u>\$ 3,289,548</u>	<u>\$ 3,289,548</u>
Debt Service Fund		
Revenues		
Property Taxes	-	\$ 864,788
Interest Income	27	293
<i>Total Revenues</i>	<u>\$ 27</u>	<u>\$ 865,081</u>
Expenditures		
Interest Expense	5,108	\$ 35,758
Debt Reduction Payments	-	-
Bond Administration	-	-
<i>Total Expenditures</i>	<u>\$ 5,108</u>	<u>\$ 35,758</u>
Excess (Deficiency) of Revenues over Expenditures	\$ (5,081)	\$ 829,323
Fund balance - Beginning of Period	1,571,839	737,435
Fund balance - End of Period	<u>\$ 1,566,758</u>	<u>\$ 1,566,758</u>
Gift Fund		
Revenues	430	\$ 5,930
Expenditures	-	1,163
Excess (Deficiency) of Revenues over Expenditures	\$ 430	\$ 4,767
Fund Balance - Beginning of Period	570,766	566,429
Fund Balance - End of Period	<u>\$ 571,196</u>	<u>\$ 571,196</u>

**MOUNT PROSPECT PUBLIC LIBRARY
SUMMARY OF CASH DISBURSEMENTS
July 31, 2021**

LIBRARY GENERAL FUND

Salaries & Benefits (4100L - 4150L)	\$ 619,934.04	
Management Expense (4210L - 4290L)	20,273.41	
Operating Expenses (4310L - 4390L)	20,381.97	
Building Expense (4410L - 4460L)	39,278.71	
Services and Resources (4610L - 4690L)	73,762.61	
Friends & Foundation reimbursable expenses (9530L and 9540L)	286.87	
VOMP reimbursable expenses (9560L)	227.62	
Grant Expenses (9570L)	-	
Total July 2021 Library General Fund Expenses	-	\$ 774,145.23

Additions for Library General Fund Cash Disbursements:

Payments to Friends & Foundation & MPHS for income items	\$ 103.00	
Operating Expense Reimbursements received	6,656.36	
June 2021 Accrued Payroll & Benefits	187,874.93	
June 2021 Credit Card Payable	18,963.04	
June 2021 Accounts Payable	44,406.52	
Refund for returned Lost ILL	54.95	
Disbursements for Capital Project Restricted Fund	3,310.00	
Disbursements for Gift Fund	-	
	-	261,368.80

Deductions for Library General Fund Cash Disbursements:

July 2021 Accrued Payroll & Benefits	\$ 246,371.13	
July 2021 Credit Card Payable	21,246.43	
July 2021 Accounts Payable	29,911.18	
Payment of Nayax invoices & merchant fees by income offset	134.12	
Payment of Credit Card Merchant fees by income offset	15.77	
	15.77	(297,678.63)

Total Library General Fund cash disbursed \$ 737,835.40

CAPITAL PROJECTS RESTRICTED FUND

July 2021 Expenses	\$ 9,123.25	
Plus: June 2021 Accounts Payable	4,608.30	
Less: July 2021 Accounts Payable	(4,932.50)	
Plus: July Account Receivable	0.50	
Plus: Disbursement for Gift Fund	-	
<i>Total Capital Projects Restricted Fund cash disbursed</i>	-	8,799.55

DEBT SERVICE FUND

July 2021 Expenses	\$ 5,108.33	
Plus: June 2021 Interest Payable	5,108.33	
Less: July 2021 Interest Payable	(10,216.66)	
<i>Total Debt Service Fund cash disbursed</i>	-	0.00

GIFT FUND

July 2021 Expenses	\$ -	
Plus: June 2021 Accounts Payable	1,163.19	
Less: July 2021 Accounts Payable	-	
<i>Total Gift Fund cash disbursed</i>	-	1,163.19

TOTAL CASH DISBURSEMENTS, July 2021 \$ 747,798.14

Mount Prospect Public Library
Library Fund Expenses by G/L Account #
For the Period From Jul 1, 2021 to Jul 31, 2021

Account ID	Account Description	Date	Vendor Name	Amount
4110L	Salaries	7/1/21	06/30/2021 accrued payroll reversal	\$ (167,062.00)
4110L	Salaries	7/8/21	PAYROLL - PAYCOM	214,121.15
4110L	Salaries	7/22/21	PAYROLL - PAYCOM	211,908.95
4110L	Salaries	7/31/21	07/31/2021 accrued payroll	213,103.00
4120L	IMRF	7/1/21	06/30/2021 accrued payroll reversal	(16,039.00)
4120L	IMRF	7/27/21	VILLAGE OF MT. PROSPECT - IMRF	41,127.37
4120L	IMRF	7/31/21	07/31/2021 accrued payroll	20,974.00
4130L	MC / FICA	7/1/21	06/30/2021 accrued payroll reversal	(11,999.00)
4130L	MC / FICA	7/8/21	PAYROLL - PAYCOM	15,397.17
4130L	MC / FICA	7/22/21	PAYROLL - PAYCOM	15,167.12
4130L	MC / FICA	7/31/21	07/31/2021 accrued payroll	15,263.00
4140L	Insurance - Medical & Life	7/7/21	COBRA fee	(16.01)
4140L	Insurance - Medical & Life	7/28/21	VILLAGE OF MT. PROSPECT	63,290.42
4140L	Insurance - Medical & Life	7/28/21	VILLAGE OF MT. PROSPECT	120.62
4150L	Unemployment Compensation Tax	7/31/21	LIMRICC UNEMPLOYMENT COMP.	4,577.25
4210L	Audit	7/26/21	LAUTERBACH & AMEN, LLP	5,000.00
4220L	Legal Fees	7/22/21	VEDDER PRICE P.C.	105.00
4240L	Marketing	7/1/21	PEERLESS MARKETING IMPRESSIONS	1,130.80
4240L	Marketing	7/26/21	MC/4ALLPROMOS	848.62
4240L	Marketing	7/1/21	SIGN TECH, INC.	10.00
4250L	Resources	7/1/21	MC/SPOTIFY	9.99
4250L	Resources	7/1/21	MC/SPOTIFY	59.94
4250L	Resources	7/27/21	MC/NINTENDO E-SHOP	37.18
4280L	Human Resources	7/1/21	ACCURATE EMPLOYMENT SCREENING,	38.00
4280L	Human Resources	7/8/21	PAYROLL - PAYCOM	1,550.91
4280L	Human Resources	7/22/21	PAYROLL - PAYCOM	1,535.32
4280L	Human Resources	7/15/21	EMPLOYEE BENEFITS CORPORATION	118.75
4280L	Human Resources	7/16/21	MC/REFORMA	100.00
4280L	Human Resources	7/13/21	MC/MGMT ASSOC: HR SOURCE	445.00
4280L	Human Resources	7/22/21	EXPENSE REIMBURSEMENTS TO EMPLOYEES	25.12
4280L	Human Resources	7/27/21	MC/DISC PROFILING	499.50
4280L	Human Resources	7/21/21	MC/ALA	200.00
4280L	Human Resources	7/14/21	MEDIA PARTNERS CORPORATION	1,451.25
4280L	Human Resources	7/8/21	EXPENSE REIMBURSEMENTS TO EMPLOYEES	47.59
4290L	Other Operating	7/2/21	NAYAX LLC	8.75
4290L	Other Operating	7/9/21	NAYAX LLC	8.11
4290L	Other Operating	7/17/21	NAYAX LLC	9.44
4290L	Other Operating	7/19/21	PROPAY	11.98
4290L	Other Operating	7/23/21	NAYAX LLC	10.00
4290L	Other Operating	7/26/21	PROPAY	3.79
4290L	Other Operating	7/30/21	NAYAX LLC	10.37
4290L	Other Operating	7/19/21	HR SOURCE (MANAGEMENT ASSOC)	250.00
4290L	Other Operating	7/29/21	SIMPLE TRUTH COMMUNICATION PARTNERS	6,500.00
4290L	Other Operating	7/12/21	PURPLE ROSE FLORIST INC.	45.00
4290L	Other Operating	7/1/21	COSTCO	180.00
4290L	Other Operating	7/14/21	DEX MEDIA	23.00
4310L	Telecommunications	7/11/21	AT&T	728.82
4310L	Telecommunications	7/13/21	AT&T	(781.63)

Mount Prospect Public Library
Library Fund Expenses by G/L Account #
For the Period From Jul 1, 2021 to Jul 31, 2021

Account ID	Account Description	Date	Vendor Name	Amount
4310L	Telecommunications	7/12/21	TECHNOLOGY MANAGEMENT REVOLVING FUND	497.00
4310L	Telecommunications	7/19/21	AT&T	798.30
4310L	Telecommunications	7/23/21	COMCAST CABLE	203.35
4310L	Telecommunications	7/28/21	VERIZON WIRELESS	349.10
4310L	Telecommunications	7/19/21	AT&T - 50%	227.62
4320L	Insurance	7/26/21	ARTHUR J. GALLAGHER RISK	6,000.00
4340L	Office Supplies	7/1/21	WAREHOUSE DIRECT	4.29
4340L	Office Supplies	7/14/21	WAREHOUSE DIRECT	25.24
4340L	Office Supplies	7/19/21	WAREHOUSE DIRECT	10.74
4340L	Office Supplies	7/14/21	WAREHOUSE DIRECT	53.91
4340L	Office Supplies	7/1/21	STAPLES BUSINESS ADVANTAGE	14.46
4340L	Office Supplies	7/14/21	WAREHOUSE DIRECT	7.11
4340L	Office Supplies	7/1/21	STAPLES BUSINESS ADVANTAGE	53.96
4340L	Office Supplies	7/8/21	SYNCHRONY/AMAZON	98.93
4340L	Office Supplies	7/13/21	STAPLES BUSINESS ADVANTAGE	37.07
4340L	Office Supplies	7/14/21	WAREHOUSE DIRECT	33.10
4340L	Office Supplies	7/19/21	STAPLES BUSINESS ADVANTAGE	10.89
4340L	Office Supplies	7/19/21	STAPLES BUSINESS ADVANTAGE	19.99
4340L	Office Supplies	7/19/21	STAPLES BUSINESS ADVANTAGE	19.99
4340L	Office Supplies	7/1/21	STAPLES BUSINESS ADVANTAGE	22.76
4340L	Office Supplies	7/1/21	STAPLES BUSINESS ADVANTAGE	7.73
4340L	Office Supplies	7/1/21	STAPLES BUSINESS ADVANTAGE	(7.73)
4340L	Office Supplies	7/13/21	STAPLES BUSINESS ADVANTAGE	56.79
4340L	Office Supplies	7/13/21	STAPLES BUSINESS ADVANTAGE	5.43
4340L	Office Supplies	7/1/21	STAPLES BUSINESS ADVANTAGE	42.60
4350L	Library Supplies	7/1/21	STAPLES BUSINESS ADVANTAGE	23.95
4350L	Library Supplies	7/1/21	STAPLES BUSINESS ADVANTAGE	9.58
4350L	Library Supplies	7/13/21	STAPLES BUSINESS ADVANTAGE	50.00
4350L	Library Supplies	7/19/21	W. W. GRAINGER, INC.	38.52
4350L	Library Supplies	7/23/21	ELM USA, INC.	474.94
4350L	Library Supplies	7/23/21	WAREHOUSE DIRECT	49.07
4350L	Library Supplies	7/1/21	GARVEY'S OFFICE PRODUCTS	39.96
4350L	Library Supplies	7/19/21	W. W. GRAINGER, INC.	20.00
4350L	Library Supplies	7/23/21	W. W. GRAINGER, INC.	60.00
4350L	Library Supplies	7/26/21	WAREHOUSE DIRECT	50.00
4350L	Library Supplies	7/29/21	GARVEY'S OFFICE PRODUCTS	19.92
4360L	Postage	7/7/21	MC/POSTMASTER	7.95
4360L	Postage	7/9/21	MC/POSTMASTER	27.85
4360L	Postage	7/14/21	MC/POSTMASTER	23.85
4360L	Postage	7/16/21	MC/POSTMASTER	7.95
4360L	Postage	7/20/21	MC/POSTMASTER	15.90
4360L	Postage	7/27/21	MC/POSTMASTER	23.85
4360L	Postage	7/29/21	MC/POSTMASTER	7.95
4360L	Postage	7/31/21	MC/POSTMASTER	15.90
4360L	Postage	7/14/21	EMPLOYEE REIMBURSEMENTS	(7.76)
4360L	Postage	7/16/21	UNITED PARCEL SERVICE	500.00
4380L	Contract Services	7/22/21	AQUA-SAFARI, INC.	48.00
4380L	Contract Services	7/1/21	SWANK MOVIE LICENSING USA	1,044.00
4390L	IT Services	7/1/21	MC/MICROSOFT	6.60
4390L	IT Services	7/6/21	MC/QUICKBASE	197.84
4390L	IT Services	7/6/21	MC/ZOHO CORPORATION	10.00
4390L	IT Services	7/24/21	MC/ADOBE	359.88
4390L	IT Services	7/22/21	MC/PADLET SOFTWARE	24.00
4390L	IT Services	7/27/21	MC/SurveyMonkey	372.00

Mount Prospect Public Library
Library Fund Expenses by G/L Account #
For the Period From Jul 1, 2021 to Jul 31, 2021

Account ID	Account Description	Date	Vendor Name	Amount
4390L	IT Services	7/28/21	MC/AIRTABLE	658.00
4390L	IT Services	7/30/21	MC/ZOOM	180.00
4390L	IT Services	7/7/21	DYMAXION RESEARCH, LTD	2,058.00
4390L	IT Services	7/8/21	RAILS	643.80
4390L	IT Services	7/14/21	ILLINOIS HEARTLAND LIBRARY SYSTEM	4,530.65
4390L	IT Services	7/23/21	BACKSTAGE LIBRARY WORKS	250.00
4410	Building Maintenance	7/1/21	INTERIOR TROPICAL GARDENS	120.00
4410	Building Maintenance	7/11/21	OTIS ELEVATOR COMPANY	8,609.40
4410	Building Maintenance	7/30/21	ILLINI POWER PRODUCTS	879.00
4410	Building Maintenance	7/1/21	BISHOP PLUMBING, INC.	570.65
4410	Building Maintenance	7/1/21	STATE MECHANICAL SERVICES	559.00
4410	Building Maintenance	7/2/21	TRANE	767.00
4410	Building Maintenance	7/8/21	ANDERSON LOCK CO. LTD	444.20
4410	Building Maintenance	7/9/21	COMPLETE TEMPERATURE SYSTEMS,	326.00
4410	Building Maintenance	7/12/21	COMBINED ROOFING SERVICES LLC	1,665.00
4410	Building Maintenance	7/15/21	TRANE	4,250.00
4410	Building Maintenance	7/26/21	COMBINED ROOFING SERVICES LLC	1,475.00
4410	Building Maintenance	7/28/21	COMPLETE TEMPERATURE SYSTEMS, INC.	1,985.00
4410	Building Maintenance	7/30/21	AUTOMATIC DOORS, INC.	2,774.28
4410	Building Maintenance	7/7/21	W. W. GRAINGER, INC.	8.78
4410	Building Maintenance	7/9/21	W. W. GRAINGER, INC.	43.41
4410	Building Maintenance	7/12/21	NERADT ACE HARDWARE	20.02
4410	Building Maintenance	7/19/21	W. W. GRAINGER, INC.	147.24
4410	Building Maintenance	7/22/21	MOUNT PROSPECT PAINT, INC.	103.57
4410	Building Maintenance	7/22/21	NERADT ACE HARDWARE	46.08
4410	Building Maintenance	7/23/21	NERADT ACE HARDWARE	13.92
4410	Building Maintenance	7/30/21	NERADT ACE HARDWARE	52.95
4410	Building Maintenance	7/1/21	MIDWEST IRRIGATION	624.32
4410	Building Maintenance	7/1/21	MIDWEST IRRIGATION	320.75
4410	Building Maintenance	7/16/21	AMERICAN LANDSCAPING INC.	(3,310.00)
4410	Building Maintenance	7/31/21	AMERICAN LANDSCAPING INC.	614.00
4410	Building Maintenance	7/9/21	SOUND INCORPORATED	40.00
4420L	Equipment Maintenance	7/27/21	NERADT ACE HARDWARE	59.70
4420L	Equipment Maintenance	7/2/21	MC/SHELL	28.30
4420L	Equipment Maintenance	7/6/21	SHELL OIL COMPANY	(6.40)
4420L	Equipment Maintenance	7/20/21	MC/SHELL	27.80
4420L	Equipment Maintenance	7/26/21	BRUSKI UPHOLSTERING	1,755.00
4420L	Equipment Maintenance	7/13/21	TODAY'S BUSINESS SOLUTIONS, IN	67.68
4420L	Equipment Maintenance	7/15/21	IMAGE SYSTEMS & BUSINESS SOLUTIONS	4,065.68
4420L	Equipment Maintenance	7/17/21	NAYAX LLC	87.45
4420L	Equipment Maintenance	7/26/21	IMAGE SYSTEMS & BUSINESS SOLUTIONS	9.49
4440L	Janitorial	7/1/21	CRYSTAL MANAGEMENT & MAINTENANCE	2,980.00
4440L	Janitorial	7/1/21	REPUBLIC SERVICES #551	403.83
4440L	Janitorial	7/9/21	CINTAS #22	118.14
4440L	Janitorial	7/20/21	REPUBLIC SERVICES #551	241.75
4440L	Janitorial	7/6/21	WAREHOUSE DIRECT	202.92
4440L	Janitorial	7/8/21	WAREHOUSE DIRECT	94.95
4440L	Janitorial	7/12/21	SUPERIOR INDUSTRIAL SUPPLY	156.90
4440L	Janitorial	7/16/21	NERADT ACE HARDWARE	12.99
4440L	Janitorial	7/20/21	WAREHOUSE DIRECT	103.92
4440L	Janitorial	7/20/21	SUPERIOR INDUSTRIAL SUPPLY	240.86
4440L	Janitorial	7/21/21	WAREHOUSE DIRECT	111.71
4450L	Equipment	7/8/21	SYNCHRONY/AMAZON	67.97
4450L	Equipment	7/5/21	MC/AMAZON	101.67
4450L	Equipment	7/1/21	MC/PROMPTER PEOPLE	375.00
4450L	Equipment	7/15/21	MC/AMAZON	49.99

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4450L	Equipment	7/5/21	MC/AMAZON	2,099.99
4450L	Equipment	7/1/21	MC/AMAZON	6.39
4450L	Equipment	7/7/21	MC/AMAZON	9.89
4450L	Equipment	7/13/21	MC/AMAZON	86.85
4450L	Equipment	7/15/21	MC/AMAZON	31.97
4450L	Equipment	7/20/21	MC/AMAZON	78.50
4460L	Utilities	7/8/21	CONSTELLATION NEWENERGY- GAS DIV	943.69
4460L	Utilities	7/15/21	VILLAGE OF MT. PROSPECT	1,514.56
4610L	Adult Books	7/1/21	INGRAM	38.27
4610L	Adult Books	7/1/21	INGRAM	18.00
4610L	Adult Books	7/1/21	BAKER AND TAYLOR	650.59
4610L	Adult Books	7/1/21	MATTHEW BENDER	191.10
4610L	Adult Books	7/1/21	BAKER AND TAYLOR	(15.23)
4610L	Adult Books	7/1/21	INFORMATION TODAY	407.53
4610L	Adult Books	7/1/21	WEST PAYMENT CENTER	341.77
4610L	Adult Books	7/1/21	MC/POLISH BOOKSTORE	323.26
4610L	Adult Books	7/1/21	MC/MAG	19.90
4610L	Adult Books	7/1/21	GREY HOUSE PUBLISHING	202.50
4610L	Adult Books	7/2/21	INGRAM	43.08
4610L	Adult Books	7/2/21	INGRAM	63.76
4610L	Adult Books	7/4/21	INGRAM	28.00
4610L	Adult Books	7/4/21	WEST PAYMENT CENTER	317.23
4610L	Adult Books	7/6/21	BAKER AND TAYLOR	49.43
4610L	Adult Books	7/6/21	BAKER AND TAYLOR	1,024.44
4610L	Adult Books	7/7/21	BAKER AND TAYLOR	838.25
4610L	Adult Books	7/8/21	INGRAM	75.99
4610L	Adult Books	7/8/21	INGRAM	9.59
4610L	Adult Books	7/8/21	BAKER AND TAYLOR	34.50
4610L	Adult Books	7/8/21	INGRAM	22.22
4610L	Adult Books	7/8/21	SYNCHRONY/AMAZON	(17.69)
4610L	Adult Books	7/8/21	SYNCHRONY/AMAZON	1,229.11
4610L	Adult Books	7/9/21	INGRAM	148.32
4610L	Adult Books	7/9/21	BAKER AND TAYLOR	816.19
4610L	Adult Books	7/9/21	INGRAM	15.82
4610L	Adult Books	7/12/21	BAKER AND TAYLOR	136.53
4610L	Adult Books	7/12/21	BAKER AND TAYLOR	30.50
4610L	Adult Books	7/13/21	INGRAM	11.99
4610L	Adult Books	7/13/21	INGRAM	115.62
4610L	Adult Books	7/13/21	INGRAM	48.39
4610L	Adult Books	7/14/21	INGRAM	71.97
4610L	Adult Books	7/14/21	BAKER AND TAYLOR	671.07
4610L	Adult Books	7/15/21	INGRAM	56.27
4610L	Adult Books	7/15/21	BAKER AND TAYLOR	482.42
4610L	Adult Books	7/16/21	INGRAM	70.82
4610L	Adult Books	7/16/21	INGRAM	76.90
4610L	Adult Books	7/16/21	BAKER AND TAYLOR	783.67
4610L	Adult Books	7/16/21	INFORMATION TODAY	319.73
4610L	Adult Books	7/19/21	INGRAM	148.81
4610L	Adult Books	7/19/21	BAKER AND TAYLOR	535.83
4610L	Adult Books	7/19/21	BAKER AND TAYLOR	36.45
4610L	Adult Books	7/20/21	INGRAM	25.16
4610L	Adult Books	7/20/21	INGRAM	38.99
4610L	Adult Books	7/20/21	BAKER AND TAYLOR	409.87
4610L	Adult Books	7/20/21	BAKER AND TAYLOR	25.03
4610L	Adult Books	7/21/21	INGRAM	11.29
4610L	Adult Books	7/21/21	INGRAM	45.60
4610L	Adult Books	7/22/21	INGRAM	16.95
4610L	Adult Books	7/22/21	INGRAM	22.60

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4610L	Adult Books	7/22/21	INGRAM	19.78
4610L	Adult Books	7/23/21	BAKER AND TAYLOR	1,152.58
4610L	Adult Books	7/23/21	MC/POLISH BOOKSTORE	218.05
4610L	Adult Books	7/26/21	INGRAM	16.92
4610L	Adult Books	7/26/21	INGRAM	40.97
4610L	Adult Books	7/8/21	SYNCHRONY/AMAZON	78.49
4620L	Adult AV	7/1/21	BAKER & TAYLOR INC.	14.69
4620L	Adult AV	7/1/21	BAKER & TAYLOR INC.	11.01
4620L	Adult AV	7/1/21	BAKER & TAYLOR INC.	55.10
4620L	Adult AV	7/1/21	BAKER & TAYLOR INC.	33.07
4620L	Adult AV	7/1/21	BAKER & TAYLOR INC.	122.29
4620L	Adult AV	7/1/21	BAKER & TAYLOR INC.	25.46
4620L	Adult AV	7/2/21	BAKER & TAYLOR INC.	11.88
4620L	Adult AV	7/6/21	MIDWEST TAPE	14.99
4620L	Adult AV	7/6/21	MIDWEST TAPE	18.74
4620L	Adult AV	7/7/21	BAKER & TAYLOR INC.	18.89
4620L	Adult AV	7/7/21	BAKER & TAYLOR INC.	22.01
4620L	Adult AV	7/7/21	BAKER & TAYLOR INC.	32.32
4620L	Adult AV	7/7/21	THE TEACHING COMPANY	194.85
4620L	Adult AV	7/8/21	BAKER & TAYLOR INC.	10.18
4620L	Adult AV	7/8/21	BAKER & TAYLOR INC.	18.34
4620L	Adult AV	7/8/21	BAKER & TAYLOR INC.	16.89
4620L	Adult AV	7/8/21	BAKER & TAYLOR INC.	36.74
4620L	Adult AV	7/8/21	SYNCHRONY/AMAZON	524.97
4620L	Adult AV	7/9/21	BAKER & TAYLOR INC.	77.13
4620L	Adult AV	7/9/21	BAKER & TAYLOR INC.	110.20
4620L	Adult AV	7/9/21	CRIMSON MULTIMEDIA DIST., INC.	60.00
4620L	Adult AV	7/9/21	CRIMSON MULTIMEDIA DIST., INC.	122.11
4620L	Adult AV	7/9/21	CRIMSON MULTIMEDIA DIST., INC.	70.00
4620L	Adult AV	7/12/21	BAKER & TAYLOR INC.	19.10
4620L	Adult AV	7/12/21	MIDWEST TAPE	29.99
4620L	Adult AV	7/12/21	MIDWEST TAPE	79.98
4620L	Adult AV	7/12/21	MIDWEST TAPE	34.99
4620L	Adult AV	7/13/21	BAKER & TAYLOR INC.	132.24
4620L	Adult AV	7/15/21	BAKER & TAYLOR INC.	214.51
4620L	Adult AV	7/15/21	BAKER & TAYLOR INC.	44.02
4620L	Adult AV	7/15/21	BAKER & TAYLOR INC.	55.11
4620L	Adult AV	7/16/21	MIDWEST TAPE	19.99
4620L	Adult AV	7/16/21	MIDWEST TAPE	69.98
4620L	Adult AV	7/16/21	MIDWEST TAPE	39.99
4620L	Adult AV	7/16/21	MIDWEST TAPE	39.99
4620L	Adult AV	7/16/21	MIDWEST TAPE	215.96
4620L	Adult AV	7/16/21	BAKER & TAYLOR INC.	18.37
4620L	Adult AV	7/16/21	BAKER & TAYLOR INC.	44.09
4620L	Adult AV	7/19/21	BAKER & TAYLOR INC.	26.86
4620L	Adult AV	7/19/21	BAKER & TAYLOR INC.	10.18
4620L	Adult AV	7/19/21	BAKER & TAYLOR INC.	11.88
4620L	Adult AV	7/19/21	BAKER & TAYLOR INC.	22.01
4620L	Adult AV	7/21/21	BAKER & TAYLOR INC.	11.88
4620L	Adult AV	7/21/21	BAKER & TAYLOR INC.	22.01
4620L	Adult AV	7/21/21	BAKER & TAYLOR INC.	14.69
4620L	Adult AV	7/21/21	BAKER & TAYLOR INC.	25.71
4620L	Adult AV	7/21/21	BAKER & TAYLOR INC.	13.95
4620L	Adult AV	7/21/21	BAKER & TAYLOR INC.	29.39
4620L	Adult AV	7/21/21	BAKER & TAYLOR INC.	18.37
4620L	Adult AV	7/21/21	BAKER & TAYLOR INC.	29.39
4620L	Adult AV	7/21/21	BAKER & TAYLOR INC.	22.01
4620L	Adult AV	7/22/21	BAKER & TAYLOR INC.	12.73
4620L	Adult AV	7/22/21	BAKER & TAYLOR INC.	132.24

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4620L	Adult AV	7/22/21	BAKER & TAYLOR INC.	76.40
4620L	Adult AV	7/22/21	BAKER & TAYLOR INC.	19.83
4620L	Adult AV	7/23/21	MIDWEST TAPE	119.98
4620L	Adult AV	7/23/21	MIDWEST TAPE	39.99
4620L	Adult AV	7/23/21	BAKER & TAYLOR INC.	49.77
4620L	Adult AV	7/23/21	BAKER & TAYLOR INC.	7.34
4620L	Adult AV	7/23/21	BAKER & TAYLOR INC.	11.99
4620L	Adult AV	7/23/21	BAKER & TAYLOR INC.	11.88
4620L	Adult AV	7/23/21	BAKER & TAYLOR INC.	37.99
4620L	Adult AV	7/26/21	BAKER & TAYLOR INC.	7.34
4620L	Adult AV	7/28/21	BAKER & TAYLOR INC.	16.89
4620L	Adult AV	7/28/21	BAKER & TAYLOR INC.	66.12
4620L	Adult AV	7/28/21	BAKER & TAYLOR INC.	21.21
4620L	Adult AV	7/29/21	BAKER & TAYLOR INC.	18.37
4620L	Adult AV	7/7/21	BAKER & TAYLOR INC.	33.79
4620L	Adult AV	7/12/21	BAKER & TAYLOR INC.	38.93
4620L	Adult AV	7/13/21	BAKER & TAYLOR INC.	22.04
4620L	Adult AV	7/27/21	BAKER & TAYLOR INC.	62.43
4620L	Adult AV	7/28/21	BAKER & TAYLOR INC.	22.04
4630L	Youth Print	7/1/21	BAKER AND TAYLOR	761.60
4630L	Youth Print	7/1/21	BAKER AND TAYLOR	384.45
4630L	Youth Print	7/1/21	BAKER AND TAYLOR	(7.90)
4630L	Youth Print	7/1/21	BAKER AND TAYLOR	133.12
4630L	Youth Print	7/2/21	INGRAM	15.29
4630L	Youth Print	7/6/21	BAKER AND TAYLOR	682.87
4630L	Youth Print	7/6/21	BAKER AND TAYLOR	8.47
4630L	Youth Print	7/7/21	BAKER AND TAYLOR	287.98
4630L	Youth Print	7/7/21	BAKER AND TAYLOR	371.30
4630L	Youth Print	7/8/21	BAKER AND TAYLOR	379.65
4630L	Youth Print	7/8/21	INGRAM	46.04
4630L	Youth Print	7/8/21	BAKER AND TAYLOR	16.99
4630L	Youth Print	7/8/21	BAKER AND TAYLOR	9.60
4630L	Youth Print	7/8/21	SYNCHRONY/AMAZON	587.88
4630L	Youth Print	7/12/21	BAKER AND TAYLOR	181.48
4630L	Youth Print	7/12/21	BAKER AND TAYLOR	462.81
4630L	Youth Print	7/12/21	CHILDREN'S PLUS INC.	67.29
4630L	Youth Print	7/12/21	CHILDREN'S PLUS INC.	24.98
4630L	Youth Print	7/12/21	CHILDREN'S PLUS INC.	22.43
4630L	Youth Print	7/13/21	CHILDREN'S PLUS INC.	22.43
4630L	Youth Print	7/13/21	CHILDREN'S PLUS INC.	22.43
4630L	Youth Print	7/13/21	BAKER AND TAYLOR	362.93
4630L	Youth Print	7/13/21	INGRAM	2.99
4630L	Youth Print	7/13/21	INGRAM	5.64
4630L	Youth Print	7/13/21	INGRAM	19.75
4630L	Youth Print	7/13/21	CHILDREN'S PLUS INC.	55.03
4630L	Youth Print	7/14/21	BAKER AND TAYLOR	40.12
4630L	Youth Print	7/15/21	INGRAM	13.75
4630L	Youth Print	7/15/21	INGRAM	151.13
4630L	Youth Print	7/15/21	BAKER AND TAYLOR	302.09
4630L	Youth Print	7/15/21	BAKER AND TAYLOR	136.03
4630L	Youth Print	7/16/21	INGRAM	20.32
4630L	Youth Print	7/19/21	CHILDREN'S PLUS INC.	43.80
4630L	Youth Print	7/19/21	CHILDREN'S PLUS INC.	8.15
4630L	Youth Print	7/19/21	CHILDREN'S PLUS INC.	11.17
4630L	Youth Print	7/20/21	INGRAM	16.37
4630L	Youth Print	7/20/21	INGRAM	47.30
4630L	Youth Print	7/20/21	CHILDREN'S PLUS INC.	24.47
4630L	Youth Print	7/20/21	BAKER AND TAYLOR	143.79
4630L	Youth Print	7/21/21	CHILDREN'S PLUS INC.	(342.27)

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4630L	Youth Print	7/21/21	CHILDREN'S PLUS INC.	(53.00)
4630L	Youth Print	7/22/21	INGRAM	16.92
4630L	Youth Print	7/22/21	BAKER AND TAYLOR	305.49
4630L	Youth Print	7/23/21	BAKER AND TAYLOR	265.46
4630L	Youth Print	7/27/21	INGRAM	16.11
4630L	Youth Print	7/30/21	BAKER AND TAYLOR	121.44
4630L	Youth Print	7/1/21	BAKER AND TAYLOR	52.47
4630L	Youth Print	7/6/21	BAKER AND TAYLOR	7.71
4630L	Youth Print	7/6/21	BAKER AND TAYLOR	265.22
4630L	Youth Print	7/8/21	BAKER AND TAYLOR	33.72
4630L	Youth Print	7/8/21	SYNCHRONY/AMAZON	23.62
4630L	Youth Print	7/9/21	INGRAM	28.22
4630L	Youth Print	7/12/21	BAKER AND TAYLOR	5.64
4630L	Youth Print	7/13/21	INGRAM	9.58
4630L	Youth Print	7/14/21	BAKER AND TAYLOR	50.18
4630L	Youth Print	7/15/21	BAKER AND TAYLOR	28.05
4630L	Youth Print	7/17/21	BAKER AND TAYLOR	96.96
4630L	Youth Print	7/20/21	BAKER AND TAYLOR	37.98
4640L	Youth AV	7/1/21	CRIMSON MULTIMEDIA DIST., INC.	164.18
4640L	Youth AV	7/1/21	CRIMSON MULTIMEDIA DIST., INC.	80.00
4640L	Youth AV	7/1/21	CRIMSON MULTIMEDIA DIST., INC.	181.22
4640L	Youth AV	7/6/21	MIDWEST TAPE	134.93
4640L	Youth AV	7/6/21	MIDWEST TAPE	5.24
4640L	Youth AV	7/8/21	MIDWEST TAPE	16.49
4640L	Youth AV	7/8/21	FINDAWAY WORLD, LLC	50.99
4640L	Youth AV	7/8/21	SYNCHRONY/AMAZON	226.63
4640L	Youth AV	7/9/21	LAKESHORE LEARNING MATERIALS	73.94
4640L	Youth AV	7/9/21	CRIMSON MULTIMEDIA DIST., INC.	195.37
4640L	Youth AV	7/12/21	MIDWEST TAPE	14.99
4640L	Youth AV	7/12/21	BAKER & TAYLOR INC.	40.38
4640L	Youth AV	7/12/21	BAKER & TAYLOR INC.	161.65
4640L	Youth AV	7/12/21	RAINBOW RESOURCE CENTER, INC.	64.11
4640L	Youth AV	7/13/21	FINDAWAY WORLD, LLC	708.86
4640L	Youth AV	7/13/21	FINDAWAY WORLD, LLC	642.88
4640L	Youth AV	7/14/21	MIDWEST TAPE	19.99
4640L	Youth AV	7/16/21	BAKER & TAYLOR INC.	4.59
4640L	Youth AV	7/19/21	MIDWEST TAPE	14.99
4640L	Youth AV	7/19/21	LIBRARY IDEAS, LLC	72.84
4640L	Youth AV	7/20/21	SCHOLASTIC, INC.	34.88
4640L	Youth AV	7/22/21	CRIMSON MULTIMEDIA DIST., INC.	125.18
4640L	Youth AV	7/22/21	CRIMSON MULTIMEDIA DIST., INC.	120.00
4640L	Youth AV	7/22/21	CRIMSON MULTIMEDIA DIST., INC.	318.03
4640L	Youth AV	7/22/21	CRIMSON MULTIMEDIA DIST., INC.	120.00
4640L	Youth AV	7/23/21	FINDAWAY WORLD, LLC	114.98
4640L	Youth AV	7/27/21	BAKER & TAYLOR INC.	13.22
4640L	Youth AV	7/7/21	BAKER & TAYLOR INC.	14.69
4640L	Youth AV	7/12/21	BAKER & TAYLOR INC.	14.69
4640L	Youth AV	7/13/21	BAKER & TAYLOR INC.	13.22
4640L	Youth AV	7/19/21	BAKER & TAYLOR INC.	7.31
4640L	Youth AV	7/27/21	BAKER & TAYLOR INC.	19.09
4650L	Subscriptions	7/1/21	U S A TODAY	338.81
4650L	Subscriptions	7/8/21	SYNCHRONY/AMAZON	19.98
4650L	Subscriptions	7/22/21	MC/KD MARKET	22.40
4650L	Subscriptions	7/26/21	MC/DAILY HERALD	33.00
4650L	Subscriptions	7/24/21	MC/WALL STREET JOURNAL	49.99
4650L	Subscriptions	7/26/21	MC/WALL STREET JOURNAL	49.99
4660L	Electronic Resources	7/1/21	GREY HOUSE PUBLISHING	4,960.00

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4663L	Library of Things	7/8/21	MC/DISCOVER PLUS	49.99
4663L	Library of Things	7/8/21	MC/DISCOVER PLUS	49.99
4663L	Library of Things	7/8/21	MC/DISCOVER PLUS	49.99
4663L	Library of Things	7/8/21	MC/DISCOVER PLUS	49.99
4663L	Library of Things	7/8/21	MC/MOBILE BEACON	77.00
4663L	Library of Things	7/8/21	SYNCHRONY/AMAZON	116.91
4663L	Library of Things	7/12/21	MC/NETFLIX	17.99
4663L	Library of Things	7/12/21	MC/NETFLIX	17.99
4663L	Library of Things	7/13/21	MC/APPLE	49.99
4663L	Library of Things	7/13/21	MC/APPLE	49.99
4663L	Library of Things	7/13/21	MC/HBO MAX	149.99
4663L	Library of Things	7/14/21	MC/APPLE	49.99
4663L	Library of Things	7/14/21	MC/VIACOMCBS STREAMING	99.99
4663L	Library of Things	7/14/21	MC/APPLE	49.99
4663L	Library of Things	7/14/21	MC/VIACOMCBS STREAMING	99.99
4663L	Library of Things	7/14/21	MC/VIACOMCBS STREAMING	99.99
4663L	Library of Things	7/14/21	MC/VIACOMCBS STREAMING	99.99
4663L	Library of Things	7/14/21	MC/VIACOMCBS STREAMING	99.99
4663L	Library of Things	7/15/21	MC/ACORN TV	59.99
4663L	Library of Things	7/15/21	MC/ACORN TV	59.99
4663L	Library of Things	7/15/21	MC/ACORN TV	59.99
4663L	Library of Things	7/15/21	MC/ACORN TV	59.99
4663L	Library of Things	7/15/21	MC/VIACOMCBS STREAMING	99.99
4663L	Library of Things	7/15/21	MC/VIACOMCBS STREAMING	99.99
4663L	Library of Things	7/15/21	MC/VIACOMCBS STREAMING	99.99
4663L	Library of Things	7/15/21	MC/PAYPAL	99.99
4663L	Library of Things	7/19/21	MC/VIACOMCBS STREAMING	99.99
4663L	Library of Things	7/21/21	MC/T-MOBILE	516.61
4680L	Processing	7/13/21	STAPLES BUSINESS ADVANTAGE	98.88
4680L	Processing	7/11/21	STAPLES BUSINESS ADVANTAGE	22.94
4680L	Processing	7/7/21	BAKER AND TAYLOR	12.42
4680L	Processing	7/8/21	BAKER AND TAYLOR	17.94
4680L	Processing	7/8/21	SYNCHRONY/AMAZON	96.90
4680L	Processing	7/12/21	BAKER AND TAYLOR	8.28
4680L	Processing	7/13/21	STAPLES BUSINESS ADVANTAGE	136.10
4680L	Processing	7/14/21	WAREHOUSE DIRECT	30.10
4680L	Processing	7/14/21	BAKER AND TAYLOR	1.38
4680L	Processing	7/15/21	DEMCO	314.37
4680L	Processing	7/20/21	BAKER AND TAYLOR	6.21
4680L	Processing	7/23/21	COMPUTYPE, INC.	861.66
4680L	Processing	7/30/21	BAKER AND TAYLOR	1.38
4690L	Programs	7/15/21	MC/MENARDS	49.98
4690L	Programs	7/23/21	WINGS	100.00
4690L	Programs	7/1/21	ANGELA JOY	250.00
4690L	Programs	7/1/21	MC/SPOTIFY	(59.94)
4690L	Programs	7/1/21	SCHOLASTIC, INC.	17.07
4690L	Programs	7/5/21	RIVER TRAILS SCHOOL DISTRICT 26	(95.38)
4690L	Programs	7/5/21	RIVER TRAILS SCHOOL DISTRICT 26	(47.90)
4690L	Programs	7/7/21	WILLIAM KOCH	300.00
4690L	Programs	7/8/21	EXPENSE REIMBURSEMENTS TO EMPLOYEES	8.99
4690L	Programs	7/14/21	SCHOLASTIC, INC.	2,146.37
4690L	Programs	7/15/21	MC/WALMART	18.64
4690L	Programs	7/22/21	EXPENSE REIMBURSEMENTS TO EMPLOYEES	69.64
4690L	Programs	7/27/21	MC/MOJANG	26.95
4690L	Programs	7/30/21	MAD SCIENCE OF CHICAGO WESTERN	100.00
4690L	Programs	7/23/21	LAURA KEYES	200.00
4690L	Programs	7/20/21	MC/THE BOOK BIN	47.97
4690L	Programs	7/23/21	ASHLEY SILVERA	50.00

Mount Prospect Public Library
 Library Fund Expenses by G/L Account #
 For the Period From Jul 1, 2021 to Jul 31, 2021

Account ID	Account Description	Date	Vendor Name	Amount
4690L	Programs	7/23/21	TALIA HIBBERT	100.00
4690L	Programs	7/1/21	MC/ETSY	5.07
4690L	Programs	7/1/21	MC/AMAZON	65.99
4690L	Programs	7/1/21	MC/SOCIETY6	45.36
4690L	Programs	7/1/21	MC/SOCIETY6	(4.12)
4690L	Programs	7/13/21	MC/AMAZON	76.96
4690L	Programs	7/13/21	MC/MICHAELS	32.00
4690L	Programs	7/22/21	INGRAM	201.40
4690L	Programs	7/29/21	MC/Jewel	22.90
4690L	Programs	7/29/21	MC/TARGET	8.48
4690L	Programs	7/1/21	AMERICAN LIBRARY ASSOCIATION	72.00
4690L	Programs	7/8/21	EXPENSE REIMBURSEMENTS TO EMPLOYEES	24.25
4690L	Programs	7/8/21	SYNCHRONY/AMAZON	107.62
4690L	Programs	7/16/21	NOEMI RAMOS	75.00
				<u>\$ 773,630.74</u>
9530L	Foundation Sponsored Expense	7/22/21	EXPENSE REIMBURSEMENTS TO EMPLOYEES	27.72
9540L	Friends Sponsored Expense	7/21/21	MC/LETSTICKTOGETHER.COM	78.89
9540L	Friends Sponsored Expense	7/1/21	BAKER AND TAYLOR	23.19
9540L	Friends Sponsored Expense	7/6/21	MC/MENCHIE'S	40.00
9540L	Friends Sponsored Expense	7/6/21	MC/NOTHING BUNDT CAKES	20.00
9540L	Friends Sponsored Expense	7/14/21	MC/TROPICAL SMOOTHIE	20.00
9540L	Friends Sponsored Expense	7/15/21	MC/DUNKIN DONUTS	20.00
9540L	Friends Sponsored Expense	7/15/21	MC/CHIPOTLE	20.00
9540L	Friends Sponsored Expense	7/15/21	MC/CULVERS	20.00
9540L	Friends Sponsored Expense	7/30/21	MC/Jewel	17.07
9560L-090-South	South Branch Fiber	7/19/21	AT&T - 50%	227.62
			Total Library Fund Expenses for July, 2021	<u><u>\$ 774,145.23</u></u>

Mount Prospect Public Library
 Capital Project Expenses by G/L Acct #
 For the Period From Jul 1, 2021 to Jul 31, 2021

Account ID	Account Description	Date	Trans Description	Amount
7750B-016	Bldg Fd: Building Maintenance	7/16/21	AMERICAN LANDSCAPING INC.	\$ 3,310.00
7750B-017	Bldg Fd: Equipment & Furniture	7/1/21	PADDOCK PUBLICATIONS, INC.	33.75
7750B-017	Bldg Fd: Equipment & Furniture	7/1/21	KRUEGER INTERNATIONAL , INC.	4,157.00
7750B-017	Bldg Fd: Equipment & Furniture	7/28/21	KRUEGER INTERNATIONAL , INC.	1,622.50
Total Capital Project Restricted Fund Expenses for July, 2021				<u>\$ 9,123.25</u>

Debt Service Fund
 Debt Service Fund Expenses by G/L Acct
 For the Period From July 1, 2021 to July 31, 2021

Account ID	Account Description	Date	Description	Amount
3701D	Interest Expense	7/31/21	July, 2021, interest expense accrual \$61,300 x 1/12	\$ 5,108.33
Total Debt Service Fund Expenses for July, 2021				\$ 5,108.33

Mount Prospect Public Library
Gift Fund Expenses by G/L Account #
For the Period From Jul 1, 2021 to Jul 31, 2021

Account ID	Account Description	Date	Reference	Trans Description	Amount
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There were no Gift Fund expenses for July, 2021.

MONTHLY EXPENSE SUMMARY

YEAR TO DATE JULY 2021

Line	Annual Budget	Annual Budget % to Total	YTD			YTD Variance - Actual vs Budget				
			Budget	Budget % to Total	Actual	Actual % to Total	% of Budget Expended	\$	%	% of TTL VAR
Salaries & Benefits										
Salaries	4110	5,817,200.00	3,393,367.00		3,221,557.21	55.4%	(171,809.79)	-5.1%	58.3%	
IMRF	4120	552,800.00	322,467.00		314,582.73	56.9%	(7,884.27)	-2.4%	2.7%	
MC / FICA	4130	444,600.00	259,350.00		231,339.56	52.0%	(28,010.44)	-10.8%	9.5%	
Insurance - Medical	4140	745,000.00	434,583.00		436,520.02	58.6%	1,937.02	0.4%	-0.7%	
Insurance - Life	4140	1,500.00	875.00		660.70	44.0%	(214.30)	-24.5%	0.1%	
Unemployment Compensation Tax	4150	7,200.00	4,200.00		16,463.83	228.7%	12,263.83	292.0%	-4.2%	
Subtotal (4110L - 4150L)		7,568,300.00	4,414,842.00	77.9%	4,221,124.05	78.6%	(193,717.95)	-4.4%	65.8%	
Management Expense										
Audit	4210	7,000.00	4,083.00		5,000.00	71.4%	917.00	22.5%	-0.3%	
Legal Fees	4220	10,000.00	5,833.00		1,342.50	13.4%	(4,490.50)	-77.0%	1.5%	
Printing	4230	44,000.00	25,668.00		18,741.95	42.6%	(6,926.05)	-27.0%	2.4%	
Marketing	4240	18,375.00	10,721.00		4,970.64	27.1%	(5,750.36)	-53.6%	2.0%	
Resources	4250	965.00	563.00		565.40	58.6%	2.40	0.4%	0.0%	
Professional Dues	4260	7,215.00	4,209.00		4,948.00	68.6%	739.00	17.6%	-0.3%	
Total Board Development/Training	4270	2,500.00	1,458.00		388.96	15.6%	(1,069.04)	-73.3%	0.4%	
Total Human Resources	4280	126,835.00	73,987.00		47,605.33	37.5%	(26,381.67)	-35.7%	9.0%	
Other Operating	4290	49,015.00	28,592.00		28,934.74	59.0%	342.74	1.2%	-0.1%	
Subtotal (4210L - 4290L)		265,905.00	155,114.00	2.7%	112,497.52	2.1%	(42,616.48)	-27.5%	14.5%	
Operating Expenses										
Telecommunications	4310	47,224.00	27,547.00		28,113.65	59.5%	566.65	2.1%	-0.2%	
Insurance	4320	95,160.00	55,510.00		93,294.00	98.0%	37,784.00	68.1%	-12.8%	
Office Supplies	4340	25,000.00	14,583.00		7,042.60	28.2%	(7,540.40)	-51.7%	2.6%	
Library Supplies	4350	26,600.00	15,517.00		6,225.19	23.4%	(9,291.81)	-59.9%	3.2%	
Postage	4360	20,300.00	11,842.00		8,589.35	42.3%	(3,252.65)	-27.5%	1.1%	
Contract Services	4380	31,780.00	18,539.00		15,902.16	50.0%	(2,636.84)	-14.2%	0.9%	
IT Services	4390	64,920.00	37,869.00		53,223.25	82.0%	15,354.25	40.5%	-5.2%	
Subtotal (4310L - 4390L)		310,984.00	181,407.00	3.2%	212,390.20	4.0%	30,983.20	17.1%	-10.5%	
Building Expense										
Building Maintenance	4410	205,002.00	119,585.00		81,176.99	39.6%	(38,408.01)	-32.1%	13.0%	
Equipment Maintenance	4420	124,100.00	72,392.00		84,427.67	68.0%	12,035.67	16.6%	-4.1%	
Janitorial	4440	90,810.00	52,974.00		31,093.55	34.2%	(21,880.45)	-41.3%	7.4%	
Equipment	4450	165,400.00	96,483.00		35,621.28	21.5%	(60,861.72)	-63.1%	20.7%	
Utilities	4460	45,238.00	26,389.00		24,123.33	53.3%	(2,265.67)	-8.6%	0.8%	
Subtotal (4410L - 4460L)		630,550.00	367,823.00	6.5%	256,442.82	4.8%	(111,380.18)	-30.3%	37.8%	
Library Materials										
Adult Print	4610	196,700.00	114,742.00		103,340.28	52.5%	(11,401.72)	-9.9%	3.9%	
Adult AV	4620	63,800.00	37,216.00		27,126.89	42.5%	(10,089.11)	-27.1%	3.4%	
Youth Print	4630	134,900.00	78,691.00		79,455.50	58.9%	764.50	1.0%	-0.3%	
Youth AV	4640	25,500.00	14,875.00		14,352.74	56.3%	(522.26)	-3.5%	0.2%	
Subscriptions	4650	18,400.00	10,733.00		11,076.76	60.2%	343.76	3.2%	-0.1%	
Electronic Resources	4660	181,297.00	105,757.00		147,670.91	81.5%	41,913.91	39.6%	-14.2%	
Digital Media	4661	178,914.00	104,367.00		116,144.70	64.9%	11,777.70	11.3%	-4.0%	
E-Learning	4662	48,708.00	28,413.00		31,412.60	64.5%	2,999.60	10.6%	-1.0%	
Library of Things	4663	20,700.00	12,075.00		11,503.78	55.6%	(571.22)	-4.7%	0.2%	
Microform	4670	900.00	525.00		0.00	0.0%	(525.00)	-100.0%	0.2%	
Processing	4680	26,000.00	15,166.00		10,133.53	39.0%	(5,032.47)	-33.2%	1.7%	
Programs	4690	44,970.00	26,233.00		18,776.06	41.8%	(7,456.94)	-28.4%	2.5%	
Subtotal (4610L - 4680L)		940,789.00	548,793.00	9.7%	570,993.75	10.6%	22,200.75	4.0%	-7.5%	
Total (4110L - 4680L)		9,716,528.00	5,667,979.00	100.0%	5,373,448.34	100.0%	(294,530.66)	-5.2%	100.0%	
Reimbursable Activity										
Foundation Expenses (9530L)	9530	9,465.00	5,521.00		1,445.60		(4,075.40)	-73.8%		
Friends Expenses (9540L)	6540	14,000.00	8,165.00		6,246.41		351.28	-23.5%		
Village Shared Expense (9560L)	9560	2,800.00	1,633.00		1,047.70		(403.36)	-35.8%		
Grant Expense (9570L)	9570	0.00	0.00		0.00		0.00	0.0%		
Total Reimbursable Activity		26,265.00	15,319.00		8,739.71		(6,579.29)	-42.9%		
Total Expenses - All Activities		9,742,793.00	5,683,298.00		5,382,188.05		(301,109.95)	-5.3%		

July 2021

Circulation

- 1) We have seen increased activity lately; overall circulation was at 88,238 for the month of July, which rivals our pre-pandemic numbers (July of 2019 was 87,881). [\[New normal\]](#)
- 2) Three new staff started in Circulation in July and are off and running. The addition of new staff since our pandemic year prompted us to look at our training plan and put a new plan into practice. All three new staff are doing well, and the updates made to training seem to be effective.
- 3) We have been keeping a close eye on overdue material return rates since we went Fine Free in April. Since then, our return rate for material that goes to “bill” status (31 days overdue) is 90%. Considering so few items are overdue long enough to make it to bill status, that means the return rate for overdue material is outstanding, especially considering the condensed timeline for Fine Free. This shows that our Fine Free is working well, and that blocking checkout of new material is considerably more effective than charging fines. [\[Remove patron barriers\]](#)

Community Engagement

- 1) Twenty-three doses of the Pfizer vaccine were given out on Saturday, July 10, the second of two clinics held at RecPlex. IDPH reports that these were some of their best-attended mobile clinics and were successful in our efforts to provide equitable access to the COVID-19 vaccine. Survey results note the following pros and cons:
 - Pros = Location (easily accessible, sufficient space, proximity to target demographic), vendor was well-prepared and friendly, short wait times. IDPH liaison was knowledgeable and accessible.
 - Cons = Lack of promotional materials, incentives, or suggestions for making the event a success. This was left to the partners to figure out and the short timeframe made it challenging.
- 2) The Village has assembled an Aging in Community Task Force to identify needs, establish priorities and create a three-year action plan as part of an effort to create a vibrant community for all ages, with a specific focus on the aging population. We will join community leaders, experts in the field of aging/planning and other individuals interested in this work on the Task Force.
- 3) We have participated in two Summer Safety Socials, which are community outreach events organized by the Crime Free Housing Officer from MPPD. These festive events, designed to connect with residents who might not be familiar with the resources available to them in the community, have provided us with an opportunity to issue library cards and share information about our programs and services.



Fiction/AV/Teen

- 1) The Teen Space reopened July 5 with new activities, including a sticker pixel art project and fidget cube kits, sparking a positive response from teen patrons. [New normal]
- 2) Twenty-six patrons attended a virtual author event with Talia Hibbert. Hibbert writes “sexy diverse romance”; and the moderator selected advocates for reading diversely and often spotlights books by BIPOC (Black, Indigenous, People of Color) authors. [EDI programs]
- 3) Our fleet of Rokus was increased to 20, doubling the existing units. Apple TV+, Discovery+, and Paramount+ were all added to the offerings. [Increase LoT budget]
- 4) Recent patron responses to the online “Ask a Readers’ Advisor” service:
 - “Oh wow!!! This is the best list ever! Some of them I was aware of, and they were on my TBR, but others, I hadn't heard of at all! Thank you all for taking the time to pull this together for me. It really made me feel special.”
 - “Wow - I'm super impressed with this list. Thank you so much. You were spot on...Thank you again for your time and these great recommendations.”

Reference

- 1) Patron use of study rooms has picked up significantly, rising 62% in July, totaling 457 room reservations. [New normal]
- 2) We hosted two well-attended programs for seniors in July, “Hear What Hearing Loss Sounds Like” had 61 people in attendance, while “Senior Housing 101” had 65 attendees.
- 3) The library has issued 57 passes to area museums through the Museum Adventure Pass program since May. Thirty-six passes were for the Brookfield Zoo, while 10 were for the Chicago Botanic Garden.

Registration

- 1) We have begun preparing for the re-start of public meeting room rental and will be implementing a new reservation form that requires a MPPL library card. In addition, we will no longer be charging fees. Reservations for October through December 2021 begins September 1. [New normal]

South Branch

- 1) We registered 21 new MPPL library cards this month, up from seven last month. A majority of the new library cards were issued at outreach events, particularly the Summer Safety Social events organized by the Village of Mount Prospect at several apartment complexes on the south side.
- 2) We created a passive program in celebration of the Summer Olympics. Twenty-two patrons participated in the contest to guess which teams would win the gold in women’s and men’s soccer. We had a winner in each category, who received a library goodie bag.
- 3) We brought our puppets back into circulation and in the process discovered that the majority of them were in very bad shape and were over 10 years old. We weeded many of the puppets, replaced the bags/tags for those that remained, and ordered a few new puppet sets. The first week we put the puppets back out on the floor, a young boy came into the library and exclaimed, “Yay! The puppets are back!” [New normal]



South Branch Olympics Display

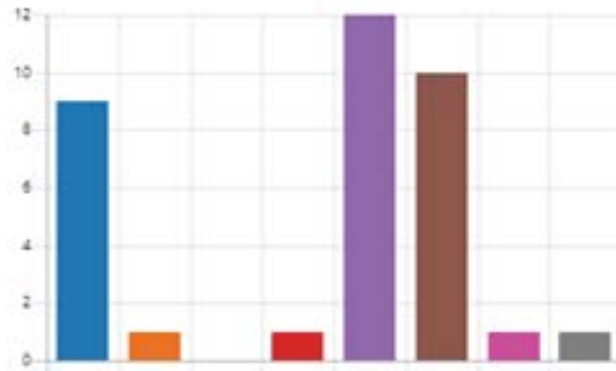
Youth Services

- 1) On July 25, a survey was sent to approximately 150 emails to patrons who had registered for at least one Zoom storytime in 2021. As of July 29, there were 35 responses that provided helpful feedback for planning the fall storytime schedule.

3. For fall 2021 storytimes, options will include Zoom, Outdoor, and Indoor storytimes. Which do you plan to attend?

[More Details](#) [Insights](#)

Zoom only	9
Outdoor only	1
Indoor only	0
Any in-person but no Zoom	1
Outdoor or Zoom, but no Ind...	12
All options: Indoor, Outdoor, a...	10
I do not plan to attend any st...	1
Other	1



- 2) A total of 39 people attended a virtual visit with Angela Joy, author of *Black is a Rainbow Color*. Angela was lovely to work with and did an excellent job interacting with the audience and explaining history in age-appropriate ways. This program was planned and co-sponsored with Des Plaines Public Library. [\[EDI programs\]](#)
- 3) Sixteen children and adults attended an outdoor catapult-building program at Evergreen Trails Park in the Boxwood neighborhood. Supplies for this program were from leftover Harper College Experience Days kits.
- 4) Forty-seven people attended two District 26 STEAM enrichment programs at Euclid School. We offered four different types of enrichment programs (a book discussion, STEAM, a cultural celebration, and storytime) to their students this summer. Due to remote learning, the isolation of the pandemic, and other challenges, the district estimates that students have suffered a significant learning loss. To help combat this, the district partnered with many different community organizations (including the library) to offer a wide selection of offerings. [\[School catch up\]](#)



Building & Security

1. There has been a resurgence of COVID-19 that has required the library to once again require everyone to wear masks. We have acquired a supply of disposable facemasks that we offer to patrons that do not have one.

Mount Prospect Public Library
Monthly Library Report for Board of Trustees

2. We have been continuing with projects identified in our 2020 Building Assessment Report. Our most recent project is the replacement of the main electrical switchboard located on the garage level, which distributes our electricity. Work will be completed in early Fall and will require the library to close for a day due to all electricity needing to be shut off.

Collection & Bibliographic Services

- 1) We updated our holdings information in OCLC for 584 titles to accurately reflect that we no longer own those titles. This type of database maintenance prevents Interlibrary Loan staff from having to needlessly review ILL requests which are sent to MPPL based on erroneous information in OCLC that makes it look like we own a loanable copy. In this case, accurate information in OCLC would have prevented 640 ILL lending requests from being received between January 2019-May 2021. The staff time saved includes searching for requested titles in our catalog and then deflecting each request to another library.

Communications and Creative Services

- 1) This month we chose and revealed the new logo for the library, and we feel our team and Simple Truth listened and responded to all the stakeholders throughout the process. Putting it all together is going to be very exciting, and we look forward to the next steps and positive results. [Brand refresh]
- 2) E-newsletter: The highest single click-through (54%) was July 30 Mask Mandate announcement, linking to CDC site. We received about 10 responses, some positive and appreciative, and some negative in comparing to other libraries and questioning the validity of the CDC study.
- 3) Our #FridayFinds on social media had a high level of engagement and positive commentary.

#FridayFinds/Youth Challenge

Published July 16

Reach: 320

Likes: 17



Human Resources

- 1) Number of terminations: 1
- 2) Number of new hires: 3 Circulation Assistants and 1 Acquisitions Assistant (internal hire)
- 3) Open positions: Elementary School Outreach Coordinator, Circulation Assistants, Readers' Advisor, Maintenance
- 4) Staff anniversaries: Kelda Giavaras (five year); Andrew Kaiser (five year)
- 5) We coordinated the return of volunteers and processed four new volunteers. [New normal]

Learning

- 1) In the last two months over 30 staff have taken advantage of self-study courses highlighted in the MPPL Re-entry Program. Staff who complete four courses by the end of the year are eligible for a "Cosmic prize," and so far, nine staff have claimed theirs. [New normal]
- 2) Two new policy/procedure training modules were created for In-charge staff, including "Police Viewing Video Footage" and "Patrons Who Need Social Services."

Friends of the Mount Prospect Public Library

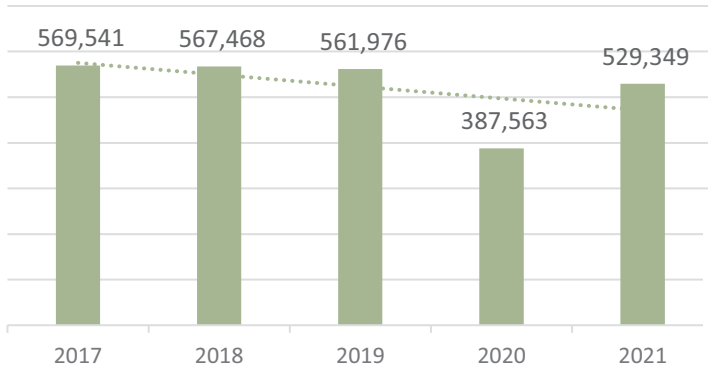
1. The Friends appointed two new board members: Mary Jo Gagnon and Sally Tibbets.
2. After the successful garage sale held in June, the Friends and Building Services staff have been working to reorganize the lower level space, and once complete, the Friends will again begin to accept donations.

Mount Prospect Public Library Foundation

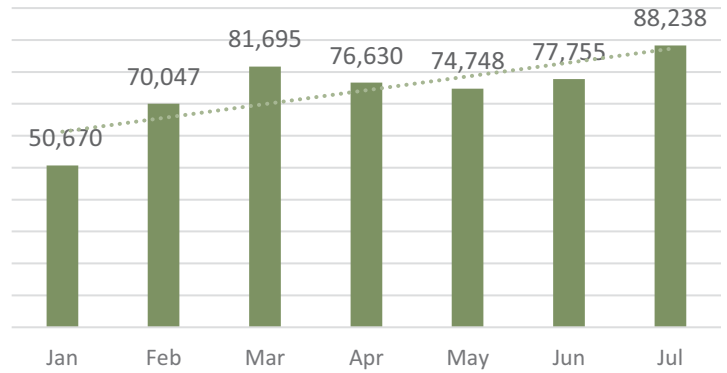
1. We worked with the Foundation to send donation requests to Mount Prospect businesses for the Fall Raffle using Constant Contact, and it will be delivered on August 1. The Foundation is working to establish an online payment option.

Mount Prospect Public Library
 Monthly Library Report for Board of Trustees

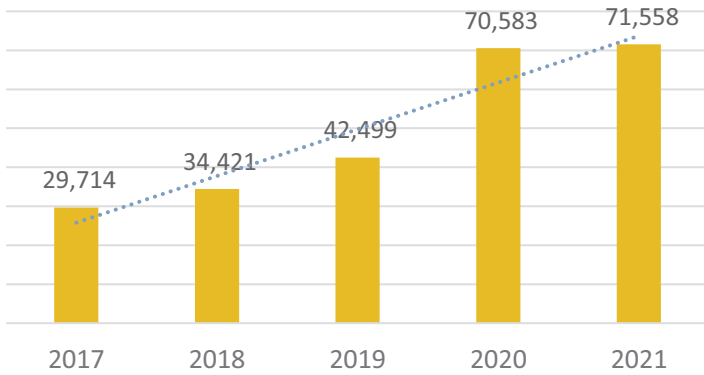
Overall Circulation YTD



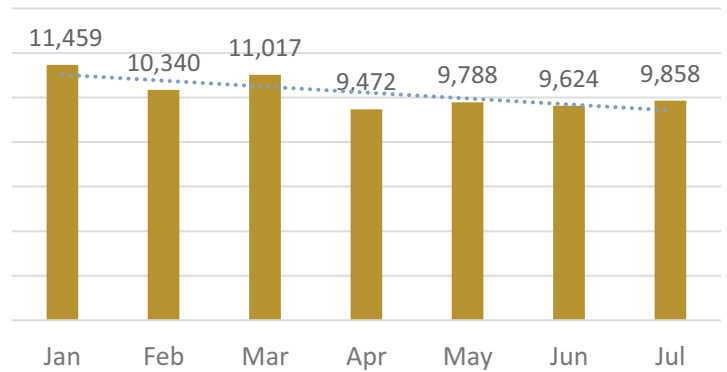
Overall Circulation 2021 by Month



eMedia Circulation YTD

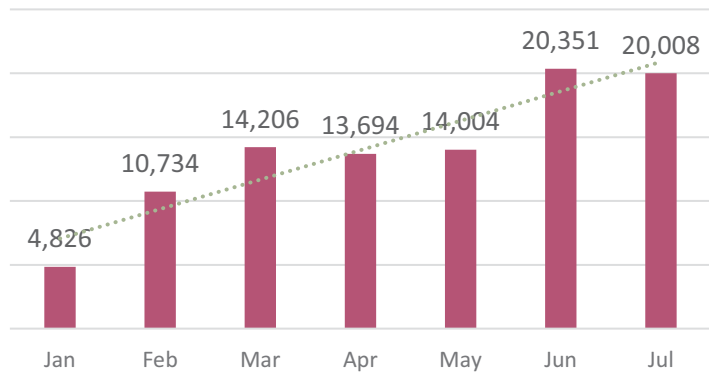


eMedia Circulation 2021 by Month

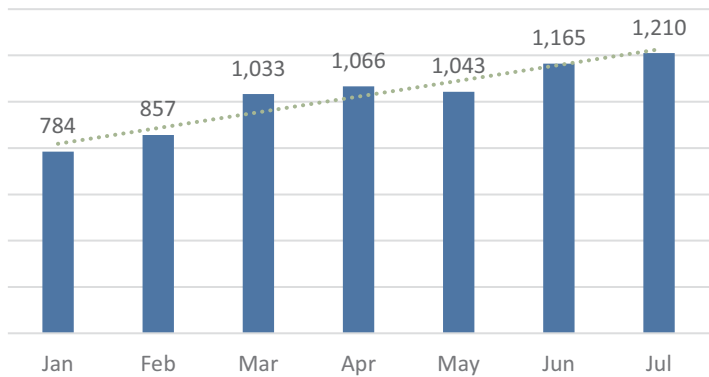


Mount Prospect Public Library
Monthly Library Report for Board of Trustees

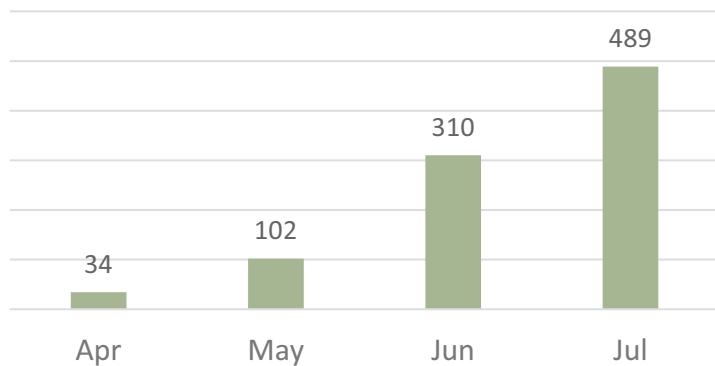
Door Count 2021 by Month - Main



Door Count 2021 by Month - South Branch

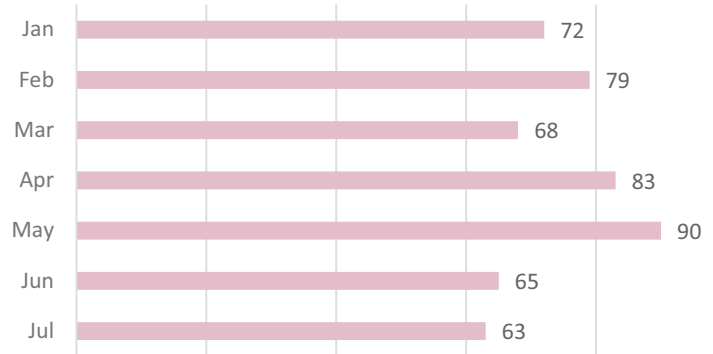


Study Room Usage 2021 YTD

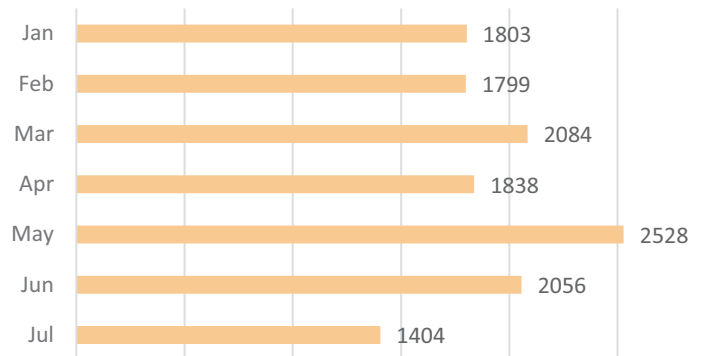


Mount Prospect Public Library
Monthly Library Report for Board of Trustees

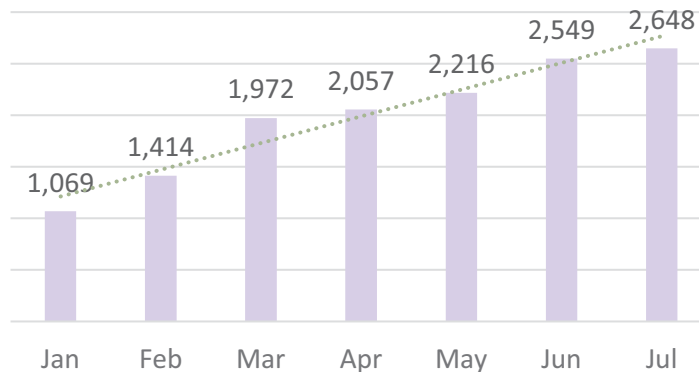
Number of Programs 2021 by Month



Program Attendance 2021 by Month



Wireless Access Users Monthly 2021



Goals Progress Summary: July 2021

